

**01752**

1994/08/03

ROUTINE

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INCOMING

φ-OVIP (to) Brown

4

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ACTION: CHL951INFO: EAP (04) P (01) RA (01) EP (02) EX (01) PHO (01) UN (01)  
COMC (01)----- 03/1130Z A1 PB (TOTAL COPIES: 017)  
ACTION EAP-00INFO LOG-00 AMAD-01 OASY-00 EB-00 TEDE-00 ADS-00 SS-00  
/003V -----630446 031052Z /38

R 031005Z AUG 94

FM AMEMBASSY BEIJING

TO SECSTATE WASHDC 3027

USDOC WASHDC

INFO AMCONSUL GUANGZHOU

AMCONSUL SHANGHAI

AMCONSUL HONG KONG

UNCLAS BEIJING 034445

United States Department of State  
Office of FOI, Privacy, & Classification Review  
Review Authority: RSWARTENS  
Date: 11/01/96  
Case ID: 94028752

USDOC FOR 4420/IEP/EAP/OPH/DFOREST/CHCQUEF:M

USDOC FOR 3132/010/EAP/MCOCHRAN/ASTERLING

STATE FOR EAP/CH

E.O. 12356: N/A

TAGS: BMGT, BBSR, OVIP (RONALD BROWN), CH

SUBJECT: REVISED BUDGET FOR VISIT OF COMMERCE SECRETARY  
BROWN TO BEIJING AUGUST 27-30REFS: A) FCS BEIJING FAX TO M. DAY DATED AUGUST 2, B)  
BEIJING 34042, C) M. DAY FAX DATED AUGUST 1 TO JAMIE  
MORSELEY, D) BEIJING 33238, E) BEIJING 334471. PLEASE FORWARD THIS CABLE TO DIRECTOR OF ADVANCE  
MICHELLE DAY.2. THIS MESSAGE CONTAINS SEVERAL ACTION REQUESTS IN THE  
NOTES TO THE REVISED BUDGET IN PARA. 4, AND IN PARAS. 3,  
8 AND 9. WE URGENTLY REQUIRE MORE DETAIL ON THE RADIO  
EQUIPMENT TO BE BROUGHT TO CHINA (REF E).3. SET FORTH BELOW IS A REVISED BUDGET FOR SECRETARY  
BROWN'S VISIT TO BEIJING AUGUST 27-30, RESPONDING TO  
CERTAIN REQUESTS AND INFORMATION PROVIDED IN REF C FAX.  
POST HAS MADE CERTAIN ASSUMPTIONS AS TO WHEN THE CONTROL  
ROOMS SHOULD GO INTO OPERATION AND CLOSE DOWN, ETC. WE  
WOULD APPRECIATE SPECIFIC GUIDANCE ON THIS POINT. THIS  
BUDGET DRAFT ASSUMES CERTAIN ADVANCE TEAM MEMBERS  
ARRIVING THE EVENING OF SATURDAY, AUGUST 13 AS NOTIFIED  
IN REF C FAX, AND STAYING THROUGH AUGUST 31, THE DAY  
AFTER THE SECRETARY'S DEPARTURE FROM BEIJING.4. POST REQUESTS THAT COMMUNICATIONS BE BY MEANS OF  
CABLE TO THE EXTENT POSSIBLE (WITH BACKUP FAX WHERE  
DEEMED DESIRABLE).

## SUMMARY BUDGET

5. OUR REVISED NOTIONAL BUDGET BASED ON REQUESTS  
RECEIVED IN REF C IS SET FORTH BELOW.A. STAFF BEING PREPARED BY MICHELLE DAY, DIRECTOR OF  
ADVANCE, EXECUTIVE SECRETARIAT

B. HOTEL RENTAL OF SPACE:

-- 15 ROOMS FOR ADVANCE/SECURITY FROM 8/13-8/31  
(155/NIGHT X 10 NIGHTS) 41,850  
-- OFFICIAL DELEGATION (EST 30), 8/27 - 8/30

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(155/NIGHT X 3 NIGHTS)	13,950
-- SECRETARY CONTROL (ADJOINING DELUXE ROOMS),	
8/12-8/31 (155/NIGHT X 2 ROOMS X 19 NIGHTS)	5,890
-- BUSINESS CONTROL (DELUXE), 8/22-8/30	
(155/NIGHT X 8 NIGHTS)	1,240
-- PRESS CONTROL (DELUXE), 8/25-8/30	
(155/NIGHT X 5 NIGHTS)	775
-- INTER-AGENCY CONTROL (DELUXE), 8/25-8/30	
(155/NIGHT X 5 NIGHTS)	775
-- EMBASSY LIAISON (DELUXE), 8/27-8/30	
(155/NIGHT X 3 NIGHTS)	465
-- SECRETARY SUITE (GARDEN), 8/27-8/30	
(155/NIGHT X 3 NIGHTS)	465
-- 3 MEETING ROOMS, 8/28-8/30	
(155/NIGHT X 2 NIGHTS)	930
-- PRESS CONFERENCE HALL, FLOWERS & TAPING	920
SUBTOTAL:	67,260

## NOTES:

1. CHINA WORLD HOTEL HAS INDICATED THE 15 PERCENT  
SURCHARGE MAY BE WAIVED ON ALL ROOMS.  
2. SECRETARY'S GARDEN SUITE IS BEING CHARGED AT REGULAR  
DELUXE ROOM RATE.  
3. HOTEL WAS ALSO OFFERED TO UPGRADE U/S GARDEN (SHOULD  
HE ACCOMPANY THE SECRETARY) TO A PARLOR SUITE AT THE  
DELUXE ROOM RATE OF USD 155.

4. AS INSTRUCTED IN REF C, REVISED ESTIMATE INCLUDES  
ONLY OFFICIAL COMMERCE DELEGATION OF 30 PERSONS (IN  
ADDITION TO ADVANCE/SECURITY TEAM).  
5. ACTION REQUEST: PLEASE ADVISE YOUR THOUGHTS ON THE  
REQUESTED MEETING ROOMS FOR THE USE OF THE BUSINESS  
DELEGATION. WE HAVE BUDGETED FOR THREE DELUXE ROOMS,  
WHICH COULD BE ON THE SAME FLOOR WHERE THE BUSINESS  
DELEGATION IS STAYING. ALTERNATIVELY, WE CAN RESERVE  
FUNCTION ROOMS DOWNSTAIRS, WHICH MAY PROVIDE MORE  
PRIVACY.

## C. TRANSPORTATION:

-- LIMO (AT ROUGHLY 100/DAY FOR 5 DAYS, 8/27-8/31)	500
-- ONE VAN AND TWO ADVANCE CARS, 8/13-31 (19 DAYS)	2,000
-- 30 DELEGATION VEHICLES, 8/27-31 ROUGHLY 50/DAY EACH X 5 DAYS X 30)	7,000
-- BUS (VANS, BUSES AND TRUCKS)	1,200
-- LOCAL TAXI HIRE	1,000
SUBTOTAL:	11,700

## NOTES (ACTION REQUESTS IN NOS. 1 AND 3):

1. WE HAVE ASSUMED THE REQUESTED 30 VEHICLES ARE FROM  
THE TIME OF ARRIVAL OF THE OFFICIAL/BUSINESS DELEGATION,  
AND ARE IN ADDITION TO THE NEEDS OF THE ADVANCE TEAM. IF

ALL OR SOME OF THESE ARE TO BE STANDING BY ONLY STARTING  
MONDAY, THE FIRST WORKING DAY, WE CAN REDUCE THE BUDGET  
AND RENTALS ACCORDINGLY. PLEASE ADVISE.

2. TAXI COSTS ARE A ROUGH ESTIMATE BASED ON PRIOR  
EXPERIENCE OF HAVING TO ADD LAST-MINUTE VEHICLES, WHICH  
MUST BE RENTED ON AN 8-HOUR BASIS AT A FIXED CHARGE PLUS  
MILEAGE, AND WITH OVERTIME PAID FOR TIME EXTENDING BEYOND  
THE 8 HOURS.

3. BUS ESTIMATE INCLUDES ALL SORT OF VANS, TRUCKS AND  
BUSES THAT MAY BE USED FOR TRANSPORTING EQUIPMENT.

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LUGGAGE, PEOPLE, AND INCLUDES ONE PRESS VAN REQUESTED BY  
USIS (EST. COST 100/DAY FOR FOUR DAYS).  
1. IF YOU CAN PROVIDE AN IDEA OF VEHICLE NEEDS PER DAY,  
BASED ON PAST EXPERIENCE WITH MIXED DELEGATIONS (OFFICIAL  
AND BUSINESS), WE CAN BETTER TAILOR OUR ESTIMATES.

## D. EQUIPMENT RENTAL/COMMUNICATION:

-- 15 IDD PHONE/FAX LINES	5,000
-- 12 HOUSE PHONE LINES (100/LINE FOR INSTALLATION)	1,200
-- NINE COMPUTERS, 8/12-31 (50/DAY X 9 X 20 DAYS)	9,000
-- FIVE LASER PRINTERS, 8/12-31 (25/DAY X 5 X 20 DAYS)	2,500
-- SIX FAX MACHINES	1,000
-- ONE LARGE COPIER, 8/12-31 (100/DAY X 19 DAYS)	1,900
-- ONE SMALL COPIER, 8/12-30 (85/DAY X 8 DAYS)	765
-- ONE SHREDDER (EMBASSY TO PROVIDE)	0
-- 15 CELL PHONES, 8/12-30 (225 RMB/DAY X 15 19 DAYS)	7,920
-- 15 RADIOS (ADVANCE TO BRING)	0
-- 15 PAGERS	180
-- TRANSLATION EQUIPMENT: N/A	
-- TRANSFORMERS (EMBASSY TO PROVIDE)	0

SUBTOTAL: 29,445

## NOTES:

1. WE HAVE ELIMINATED COST OF BRINGING IN A RADIO TECHNICIAN FROM THE BUDGET. HOWEVER, TO USE RADIOS IN BEIJING EMBASSY RECOMMENDS HAVING A REPEATER, AS RADIOS WILL NOT WORK WELL OTHERWISE.
2. WE ARE STILL AWAITING MORE DETAILED INFORMATION ON THE RADIOS YOU WISH TO BRING IN TO CHINA, SO THAT WE CAN ASK PERMISSION (SEE REF E). A SAMPLE DIPLOMATIC NOTE SHOWING THE NECESSARY TYPE OF INFORMATION WAS FAXED JULY 29 TO J. LOWERY.
3. ON THE COMPUTERS AND LASER PRINTERS, WE HAVE LOCATED A COUPLE OF SOURCES THAT CAN PROVIDE AND SERVICE THE EQUIPMENT. ACTUAL COSTS MAY IN FACT END UP BEING A BIT LOWER THAN ESTIMATED HERE.

## E. PRINTING/REPRODUCTION:

-- PRINTING:	2,000
-- REPRODUCTION:	7,000
-- POSTAGE DOMESTIC AND INT'L:	500
-- COURIER DOMESTIC AND INT'L:	600
-- FAX AND PHONE CALLS:	16,000

SUBTOTAL: 21,100

## NOTES:

1. WE HAVE REDUCED ESTIMATED PRINTING, POSTAGE AND COURIER COSTS AS INSTRUCTED IN REF G. BUT INCREASED REPRODUCTION COSTS IN CASE THERE IS NEED FOR EMERGENCY OUTSIDE REPRODUCTION, WHICH IS QUITE EXPENSIVE IN BEIJING.

## F. SUPPLIES:

SUBTOTAL: 2,000

NOTE: THIS ESTIMATE HAS BEEN REDUCED AS INSTRUCTED  
HOWEVER, OUR ORIGINAL ESTIMATE OF USD 2,600 WAS BASED ON

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THE REQUIREMENTS OUTLINED IN THE JULY 11 MEMO FROM  
NICHELLE DAY AND OUR EXPERIENCE WITH OTHER SECRETARIAL  
VISITS OF MUCH SHORTER DURATION (TAKING INTO ACCOUNT THE  
LENGTH OF THE ADVANCE TEAM STAY).

## G. PERSONNEL CONTRACT SERVICES:

-- OVERTIME	13,400
-- CONTRACT PERSONNEL	8,000
-- INTERPRETERS/ADVANCE, 8/14-30 (5 X 17 DAYS AT USD 200/DAY)	17,000
-- INTERPRETERS/DELEGATION, 8/28-30 (20 X 3 DAYS AT USD 200/DAY)	12,000
-- INTERPRETER FOR SECRETARY ON/A IN BEIJING	
-- PHOTOGRAPHER (600 DAYS X USD 500/DAY)	2,000
-- MISC.	5,000

SUBTOTAL: 57,400

## NOTES:

1. EMBASSY INTERPRETER JIM BROWN IS ON HOME LEAVE IN THE UNITED STATES AND RETURNS TO BEIJING AUGUST 24, SO HE WILL BE AVAILABLE FOR THE SECRETARY'S VISIT. COSTS FOR TAKING HIM TO SHANGHAI AND GUANGZHOU WOULD INVOLVE DAILY RATE PER DIEM OF USD 61/DAY FOR GUANGZHOU AND USD 95/DAY FOR SHANGHAI, PLUS ROOMS AT THE RATE QUOTED TO YOU BY THE OTHER POSTS. WE ASSUME THE SECRETARY WOULD TAKE HIM ON THE OFFICIAL PLANE, AS TRAVELLING BY COMMERCIAL AIR WOULD MAKE HIM MISS MANY EVENTS IN THE SECRETARY'S TIGHT SCHEDULE. PLEASE ADVISE IF YOU INTEND TO TAKE HIM TO HONG KONG.

2. FREE-LANCE PHOTOGRAPHER JOHN CURRIE CHARGES USD 500/DAY, WHICH INCLUDES THE COST OF FILM AND DEVELOPING. HE IS FREE TO TRAVEL WITH THE SECRETARY TO SHANGHAI, GUANGZHOU AND HONG KONG, IF DESIRED. AT EIGHT DAYS (8/27-9/3) HIS TOTAL FEE WOULD BE USD 4,000, PLUS THE COST OF HOTEL ROOM IN THOSE CITIES AND RETURN AIRFARE FROM HONG KONG (ASSUMING HE WOULD ALSO FLY WITH THE SECRETARY ON THE OFFICIAL PLANE, AS FLYING COMMERCIAL AIR WOULD CAUSE HIM TO MISS MANY EVENTS), WHICH RUNS ABOUT USD 300 FOR ECONOMY CLASS.

3. ESTIMATE FOR CONTRACT PERSONNEL IS BASED ON ASSUMED RATE OF USD 10/HOUR FOR LOWEST RATE SECRETARIAL STAFF, PLUS OVERTIME, WORKING ON 12-HOUR SCHEDULES FOR THE SECRETARY'S CONTROL ROOM AND FOR THE BUSINESS CONTROL ROOM PRIOR TO ARRIVAL OF THE OFFICIAL DELEGATION. THE MISCELLANEOUS USD 5,000 IS A CUSHION TO COVER THE DIFFERENCE BETWEEN THE USD 10/HOUR RATE AND ACTUAL SALARY RATE OF EMBASSY SECRETARIAL STAFF TO MAN CONTROL ROOMS DURING THE SECRETARY'S STAY, AND FOR HIGHER-COST HELP DURING THE ADVANCE PERIOD. POST IS CURRENTLY RECRUITING FOR TEMPORARY CONTROL ROOM HELP WITHIN THE EMBASSY AND AMERICAN COMMUNITIES.

TOTAL (B + G): USD 188,905

## H. HOSPITALITY:

-- AMBASSADOR DINNER 8/27 (40 PEOPLE AT 12/HEAD)	500
-- POSSIBLE LUNCH 8/29 (100 PEOPLE AT USD 28.75/HEAD PLUS DRINKS AT CHINA WORLD HOTEL)	3,500

## NOTE:

1. AMCHAM BREAKFAST PLANNED FOR MONDAY, AUGUST 29, WILL

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COST APPROXIMATELY USD 20 PER PERSON FOR BUSINESS  
DELEGATION AND OFFICIAL DELEGATION MEMBERS. AMERICAN WILL  
COVER THE COSTS OF THE SECRETARY AND OTHER HIGH-LEVEL  
USG MEMBERS.

SUBTOTAL: USD 4,800

GRAND TOTAL (B-H): USD 192,905

POST COMMENTS

6. WE UNDERSTAND THE ADVANCE TEAM WILL BRING THE WORD  
PERFECT SOFTWARE WITH THEM.

7. FOR CURRENCY EXCHANGE, THE ADVANCE TEAM WILL HAVE TO  
GO TO THE EMBASSY AND CHANGE MONEY BASED ON PRIOR

CLEARANCE, OR CHANGE MONEY AT THE HOTEL. DURING THE  
SECRETARY'S VISIT, EMBASSY WILL PROVIDE AN ACCOMMODATION  
EXCHANGE FOR OFFICIAL MEMBERS AT THE EMBASSY LIAISON ROOM  
IN THE HOTEL (PROBABLY SATURDAY UPON ARRIVAL, SOME TIME  
DURING SUNDAY AND MONDAY AFTERNOON). THE BUSINESS  
DELEGATES CAN CHANGE MONEY AT THE HOTEL.

8. THERE WILL ALSO BE CHARGES FOR TOURIST ACTIVITIES,  
WHICH COULD RANGE UP TO USD 50/PERSON OR MORE, DEPENDING  
ON WHAT ACTIVITIES ARE ULTIMATELY SCHEDULED. HOW ARE  
THESE CHARGES TO BE HANDLED? WE WILL DISCUSS WITH MOFTEC  
WHETHER ANY ENTRANCE FEES CAN BE WAIVED OR REDUCED.

9. DAO HAS RECEIVED FLIGHT INFORMATION FROM THE AIRFORCE  
AND IS WORKING ON THE DIPLOMATIC NOTE REQUESTING CABOTAGE  
PRIVILEGES. WE STILL REQUIRE INFORMATION ON THE CREW  
MEMBERS (NAMES, DATES OF BIRTH, PASSPORT NUMBERS WITH  
DATES OF ISSUANCE AND EXPIRY).  
(CIS:JPHORSLEY) ROY

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